Policy 450.20a   *VENDOR LABEL*

ROUTINE VENDOR MONITORING REPORT

_____GROCERY   _____SPECIAL PURPOSE

Type of Visit: ____Routine Monitoring ____Educational Buy   _____1st Visit _____2nd Visit _____3rd Visit _____4thVisit

Print Name and Title of
Store Associate Interviewed: _____Monitoring Date: _____

Monitoring Question	Response	Comments (Use back of sheet for additional comments)
Does the store have a WIC Vendor decal visibly displayed?	Yes / No	
Are the store's hours posted? (Minimum of 2-four hour blocks of time on each of 5-days per week)	Yes / No	
Does store (Grocery Vendor) stock at least four of the following categories of items: paper products, cleaning materials, canned and, frozen vegetables, dairy products, cereals and bread items?	Yes / No	
Does Grocery Vendor stock minimum quantities and varieties of Iowa WIC approved foods? (Review Iowa APL and Minimum stocking requirements.)	Yes / No	
Are any of the APL products and formula stale, moldy or outdated?	Yes / No	
Does the vendor have a pharmacy on premise?	Yes / No	
If not, is the store able to order and receive special needs formula within 48-hours, 72-hours if a weekend or holiday are Involved.	Yes / No	
Does the vendor issue receipts and require receipts for return of items? (Items purchased with WIC funds may only be exchanged for the exact item they purchased and the participant may not receive cash, rain checks, store credit or IOUs.).	Yes / No	
Does the store price mark each item or are shelf tags used to Identify items? (Shelf identification tags must include product description, size and price.)	Yes / No	
Does the store correctly use WIC Approved Items signage? (If WIC ID tags are used, all items in a category must be signed.)	Yes / No	

Circle the appropriate response below					
How does the vendor handle WIC questions?	Contacts State WIC Office		Contacts Local WIC Office		Submits WIC Comment Card
Who conducts WIC training for the store after the initial training?	Store staff using State WIC materials.		Store staff using Company and State WIC training materials.		Corporate staff using Company and State WIC training materials.
WIC Training Materials requested by vendor:	Comment Cards	WIC Training CD/DVD	Food Flyers English / Spanish	New WIC Stamp	WIC Decal · State WIC Training
Who at store level is responsible for new associate WIC training?	*Print Name and Title*				
Does the store have scanning equipment?	Yes / No	Number of front-end registers		Do front-end registers identify WIC Approved Items?	Yes / No

Store Associate Signature: _____

Store Associate Printed Name: _____

WIC Representative Signature: _____

WIC Representative Printed Name: _____

Report Reviewed by State WIC Staff: _____**Date:** _____

Price Survey to be conducted when requested by State WIC Office.   Survey Date: _____

Product name	Container Size	Shelf retail	Product name	Container Size	Shelf retail
Similac Adv.	13 oz.Conc.		Gerber Good Start "SOY"	12.1 oz. Conc.	
Similac Adv.	32 oz. RTF		Gerber Good Start "SOY"	33.8 oz. RTF	
Similac Adv.	12.4 oz Powder		Gerber Good Start "SOY"	12.9 oz. Powder	
Similac Alimentum	16 oz Powder		Gerber Good Start "SOY"	24 oz. Powder	
Similac Alimentum	32 oz. RTF		Pregestimil	16 oz. Powder	
Nutramigen	12.6 oz. Powder		Nutramigen	32 oz. RTF	
Pediasure (Any Flavor)	RTF (6/8oz)		Pediasure w/fiber (Any Flavor)	RTF (6/8oz)	
Most Expensive Baby Meats	2.5 oz.		Most Expensive Baby Food (Single ingredient)	4 oz Fruit or Vegt.	
Most Expensive Infant Rice Cereal	8-oz		Most Expensive Infant Rice Cereal	16-oz	
▲▲▲ Formula Items -- Grocery and Special Purpose Vendors ▲▲▲					
▼▼ Grocery Items – Grocery Vendors ONLY ▼▼					
Most Expensive Whole Milk	Gallon		Welch's Frozen Grape Juice	11.5-ounces	
Most Expensive 1% Milk	Gallon		Welch's Grape Juice	64-ounces	
Most Expensive Whole Milk	½ Gallon		Campbell's V-8	64-ounces	
Grade A Large Eggs	Dozen		Campbell's Tomato Juice	64-ounces	
Silk Original Soy Beverage	64-ounces		Store Brand Peanut Butter	16-18 ounces	
Most Expensive Chunk Cheddar Cheese	8-ounces		Space for optional items		
Most Expensive Shredded Cheddar Cheese	8-ounces		Space for optional items		
Low Fat "Regular" Yogurt	32-ounces		Space for optional items		
Whole Milk" Regular" Yogurt	32-ounces		Space for optional items		
Kellogg's Rice Krispies	18-ounces		Space for optional items		
Lactaid Low Fat	64-ounces		Space for optional items		
Most Expensive Instant Rice	14-16 ounces		Space for optional items		
Most Expensive Whole Wheat Bread	16-ounces		Space for optional items		
Most Expensive Whole Wheat Tortilla Shells	16-ounces		Space for optional items		

Comments (attach additional pages if needed):